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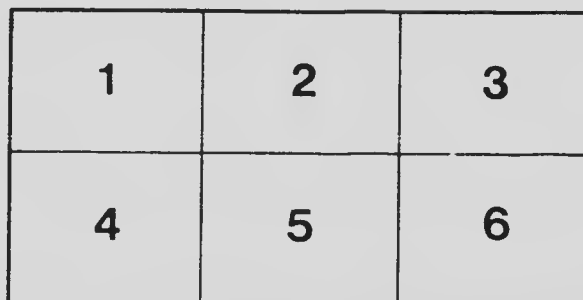
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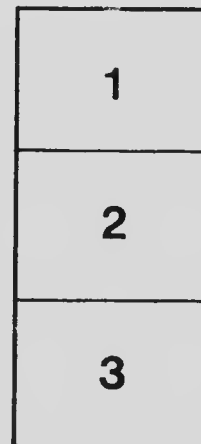
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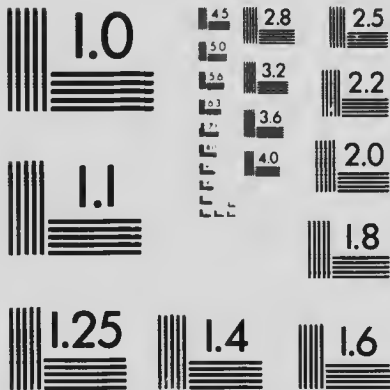
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The Time To Get Busy Is NOW

HANDBOOK

FOR

Liberal-Conservative Committeemen

ON

NATURALIZATION

ASSESSMENT

AND

REVISION OF THE VOTERS' LISTS

Issued By The Nova Scotia Liberal-Conservative Association.

HALIFAX, 1909.

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HANDBOOK

For Liberal-Conservative Committeemen on Naturalization, Assessment and Revision of Voters' Lists.

INTRODUCTORY.

In several constituencies in this province the Liberal-Conservative candidate was beaten in the recent federal elections largely because of unjust voters' lists. We must learn from this experience. The Provincial elections are next and will probably take place after the next session. **Upon the work you do between now and March 5th** will largely depend the issue of this next election contest. No amount of effort at the elections can make up for neglect at the present time. **The time to get busy is right now.**

NATURALIZATION.

The naturalization of foreigners is a most important part of revision that should not be neglected in your County. Three weeks' notice of application to a Judge of the Supreme or County Court is required. This should be given at once so that matters may be completed in time for the application to add the names to the voters list on or before January 20th next.

It is suggested that the legal part of these applications for naturalization be put in the hands of some good local Conservative lawyer in each district.

ASSESSMENT.

The Assessment Roll for the ensuing year in municipalities is made up between September 15th and November 15th, and in incorporated towns on or before the 4th Tuesday in December.

Emphasis cannot be too strongly laid on the importance of our workers satisfying themselves that, in the preparation of this roll, the Liberal-Conservative party is not discriminated against. **On the Assessment Roll is based to a large extent the Voter's List.** On the Voter's List is based election success. In the preparation of this list a proper assessment is a most important factor.

HANDBOOK ON REVISION OF LISTS

It is quite evident that in the past a criminal manipulation of the assessment rolls has contributed towards our failure at the polls.

QUALIFICATIONS FOR ASSESSMENT.

By the provisions of the N. S. Franchise Act (see below paragraph headed "Qualification of Voters") the following persons are qualified to have their names placed upon the voters' lists, viz. : Persons at the time of the last assessment assessed

- (a) in respect of real property to the value of.....\$150
- (b) personal property to the value of 300
- (c) personal property and real property to the value of.. 300
- (d) or income to the value of..... 250

It must not be forgotten that under See 4 (q) of the Assessment Act **income** to the extent of \$400 in municipalities, and to the extent of \$600 in incorporated towns is **exempt** from taxation, so that in order to be **assessed** in respect of income to the extent of \$250.00, the person must be receiving an income of at least \$650, (\$400 and \$250) in municipalities, or \$850.00 (\$600 and \$250) in incorporated towns.

Personal property shall be assessed in the name of the owner thereof if known to the assessors; otherwise in the name of the person in possession thereof, (R. S. N. S., c. 73, s. 15, Rule 4).

Real property occupied by a tenant under a tenancy for a term of one year or upwards shall be assessed as property of the tenant. Rule 9 (1).

If real property is occupied by any person under a tenancy of less than one year and the owner thereof resides within the town or municipal district, such real property shall be assessed as property of the owner, Rule 9, (2).

ABSENCE.

It is most important that our friends who are absent from the province four months or more in the year, and who are eligible for assessment, should be assessed sufficiently to give them votes; if they are not the owners of \$150 worth of real property or more they cannot qualify for a vote otherwise than by assessment.

Any supporter of the party who is the owner of real estate should be sure to procure a deed of the same before the date fixed for the completion of the assessment.

MOST IMPORTANT.

(1) Immediately upon receipt of this, call together the most trusted workers in your section and with them go over the last year's assessment roll, noting the names of our opponents who are over-assessed, and ascertaining the names of those favorable to us who

either are not assessed at all or not assessed for enough to qualify them for a vote.

(2) Write their names in the space indicated in the blank letter form, have it signed by yourself or some creditable ratepayer and sent to the assessors, keeping a copy of the letter for your own use and information.

(3) Should the assessors, after receiving this, persist in wrongfully assessing to our detriment, acquaint the County Secretary with all the facts of the case.

Your attention to this important matter of assessment is very urgently requested, this is the beginning of a campaign which must be a preliminary to our success at the polls.

QUALIFICATION OF VOTERS.

The N. S. Franchise Act provides that every male person 21 years of age a British subject, not disqualified by law, and who has not received aid as a pauper since last revision, shall be entitled to be registered upon the list of voters for the proper polling district of any county, if such person is one

1. Who was assessed at last assessment, (viz, in municipal districts Nov. 15, and in incorporated towns the 4th Tuesday in Dec.) for \$150 real estate, or for \$300 personal property, or for \$300 of real and personal property combined. Sec. 3, sub-sec 3 (a)

OR

2. At the time of the last assessment was in possession of real property of \$150 value, or of personal property or real and personal combined of \$300 value, but who was by law exempt from taxation. Sec. 3, sub-sec. 3. (b).

OR

3. At the time of the last assessment was a bona fide yearly tenant of real property of \$150 value, where real property was by law assessed to owner; or the value of whose assessed personal property combined with real estate occupied by him as a tenant is \$300 or more. Sec. 3, sub-sec. 3. (c).

N. B.—The workmen of a company which does not grant yearly leases, having resided in houses of the company worth \$150 or more for more than a year, are treated as tenants. Sec. 6;

OR

4. At the time of the last assessment was entitled to be assessed for \$150 real property, or \$300 personal property, or \$300 personal and real property combined; and whose name was omitted from the assessor's returns, or returned as assessed for less than the qualifying amount. Sec. 3, sub-sec. 3. (e)

HANDBOOK ON REVISION OF LISTS

N. B. --Assessed values are not conclusive. It is open to persons omitted from the roll or not assessed sufficiently to show their property sufficient to qualify them;

OR

5. Fishermen, who, at the time of the last assessment, own boats, nets, fishing gear, tackle of \$150 value; or boat, & c., and real estate together worth \$150, situated within the county. See, 3, sub-sec. 3 (g);

OR

6. Is son of owner, or of other persons qualified under clauses 1, 2 or 3; if the property of the father, or of the mother, if a widow, is of sufficient value to enable father and son or sons to qualify; and provided that the son resided with father or mother, as the case may be, or on property of father or mother, for one year next before his (the son's) being placed upon the voters' list, or the date of the application for the placing of his name on the list of voters.

N. B. --Only persons who are not otherwise entitled to be registered, can be registered as sons of owners. (See also note on "residence" below);

OR

7. At the time of the last assessment was assessed for \$250 income, (See note on "Assessment" above)

OR

8. Who derived in the year an income of \$250 from his earnings in money or money's worth from some profession, trade, calling or office, or from some investment; and who resided in the County for a year before the 1st day of January preceeding the application. (See note on "residence" below;)

OR

9. Who resides continuously within the county, with a son qualified to vote under clauses 1, 2 or 3, if the value of the son's property is sufficient if equally divided between father and son as co-owners to qualify each as voters. Chap. 39, Acts 1908.

10. Partners and other joint owners or tenants in common of real and personal property, are entitled to be entered on the list of voters as if they were assessed for, or owned or occupied the property, separately; provided it is of sufficient value to qualify more than one person. This does not apply to incorporated companies.—Sec. 13.

11. Widows, unmarried women, and married women whose husbands have no votes, are qualified to be registered if they are

British subjects of the full age of 21 years and assessed for \$150 worth of real estate, or \$300 worth of personal property, or \$300 worth of real and personal property combined.

NOTE ON RESIDENCE.

As to "sons of owners" the residence must be in the county and either with the parent or on the land owned by the parent.

A temporary absence not exceeding in all four months, does not disqualify. (Sec. 5, sub-sec. 1).

The year's residence, however, in the case of persons qualifying on income, must have been begun a year from the 1st of January preceding the application, and in the case of the "sons of owners," a year before the name goes on the list or a year before the application is made.

Time spent by mariners and fishermen in their occupation, by persons enlisted for service abroad in regiments provided for the Imperial Government, and by students at schools within Canada, and by persons engaged in school teaching in the province shall be considered as time spent at the usual residence of such person. (Sec. 5, sub-sec. 2 and 3)

Persons qualified in respect of personal property, or income, or as sons, shall only be placed upon the list for the polling district in which they reside. (Sec. 4).

Persons qualifying on real property or real and personal combined are registered where the real property is located. If the real property is partly in one district and partly in another the voter shall choose in which district to be registered. He should not register in both.

WHAT TO DO BEFORE JANUARY 20TH NEXT.

1. Get from your Secretary the present voters' list, for your polling section;

2. Call your committee together and divide your district up and allot small sections to different workers, instructing each to ascertain what Conservatives now residing in the district are not on the list. Make the investigation thorough. Omit no one.

3. To get these names on the voters' list, an application to be registered must be made for *each* of these names. There are two forms used;

One, where the person to be registered is qualified as to income. (See form A)

The other, where the person to be registered is qualified, otherwise than under the income qualification. (See form B).

You will find the various voters' qualifications required by law, set out on a previous page of this booklet. Consult them and decide

under which paragraph the application for each person should be made. **If a person is qualified under more than one paragraph, it is advisable to refer to all his qualifications in the application.**

4. See that an application to be registered is made for *each* name. An affidavit must accompany *every* application, no matter on what ground the application is made.

NOTE.—Formerly if the persons were applied for on any other qualification than that of income, no affidavit was necessary. By Chapter 38, Acts 1908, an affidavit is required with *every* such application.

The affidavit can be sworn by anyone having personal knowledge of the facts, and must be taken before either a justice of the peace, a Commissioner of the Supreme Court in and for your county or a Notary Public. A barrister or solicitor or any other official will NOT do. Read the forms of applications and affidavits (A. and B) to see what is required in such cases.

5. Below are given the sections of the Nova Scotia Franchise Act, (Revised Statutes, 1900. Chap 4) as amended by subsequent legislation:

"16. (1.) Any person who claims that he or any other person is entitled to be registered on the list of voters for any polling district, shall on or before the twentieth day of January, give notice of such claim to the Revisers for the revisal section of which such polling district is a part.

"(2.) Such notice shall be given by delivering to one of such revisors a notice of application to be registered, * * * stating the ground of the claim.

"(3.) Such notice shall be accompanied by an affidavit * * * made by a credible person having personal knowledge, verifying the facts on which such claim is based. (As amended by chapter 38, Acts 1908.)

"(4.) Such notice may be so given on or before the twentieth day of February, but if given after the twentieth day of January it shall be necessary to establish the right of the person sought to be added before the Revisers on the fifth of March. (As amended by chap. 38, Acts 1908)

(5). In incorporated towns persons applying to register names on the list of voters shall state in the notice of application the occupation, residence (giving the street and number where possible) or post office address of every person whose name is sought to be registered."

6. Study the above quoted sections of the Act and Forms A and B. Note the differences in the forms.

7. If there are any names on last year's list that should be struck off, use form C. Sign this notice and give it to the reviser,

along with the other applications. This may save you the trouble of formally applying to have these names struck off after the preliminary list is posted.

8. **All applications, of no matter what kind, should be filed with the Revisers on or before January 20th.** The person filing the applications should go to the revisers in company with some one else in order that the filing may be **proved in case** of trouble. Make a memorandum of having filed the applications by filling out the blank given on the second last page of this booklet. **This is important.**

PRELIMINARY LISTS.

The next step taken is by the Revisers, but it is important for you to see that the matters are attended to by them as required by law.

1. On or before the 5th of February they must prepare a list, usually referred to as the "preliminary list."

This is to be made up from:—

(a) 'The Assessment Roll and the Assessors' Returns.—The names of all persons on the roll sufficiently assessed must go on this list.

(b) 'The Last Voters List.—All the names on former lists must be posted on preliminary list except such as the revisers believe to be dead or from removal or other cause no longer qualified.

Such names are to be placed in a separate list under heading, "Names on Former List Struck Off." Names posted under this heading go off unless applied for to go on before February 20th

(c) All applications to be registered, received by the revisers on or before January 20th.—It has sometimes been wrongly supposed that only income applications should be put on in preparing the preliminary list. This is not correct. The revisers must post on this list the names of ALL persons applied for on or before January 20th showing a **prima facie** qualification, and they cannot question the facts stated in such applications.

The following abstract from a letter of Attorney-General Drysdale to a reviser correctly states the law:—

"Replying to yours of the 10th instant I may say that all applications received by you before the 20th day of January of EVERY KIND go on the preliminary list."

And the same writer to another reviser,—

"For the purpose of your preliminary list there is no distinction between income applications and other applications."

2. Copies of the list must be posted up in three of the most public places in the polling district, on or before the fifth day of February. (Sec. 18)

10 HANDBOOK ON REVISION OF LISTS

If the revisers fail to post up the lists on or before Feb. 5th, notify the Secretary of the County Conservative Association **at once.**

Make a note of the places where the lists were posted, and another note of the date of posting, by filling out the following form :

On the day of 19 copies of the preliminary lists for polling section No. in the County of were posted in the following places within said polling section :—

.....

.....

.....

And on the day of February I made copies of said list.

(Sign here)

3. The law requires that these Preliminary Lists be made up in a certain way,—

(1) The names shall be in alphabetical order.

(2) A list of persons whose places of residence are **outside** the County, with addresses so far as known, is to be made. This is usually done by making a separate list of these non-residents at the end of the general list.

(3) The old list of voters will be used, and names already on that list will be continued unless the revisers know that any person thereon is dead, or lost his qualification by removal, or other cause, such as having received aid as a pauper.

(4) The Revisers must make a separate list of these names struck off. It should be headed, "Names on former list struck off": and opposite the name of each person struck off, the reason for striking off has to be stated.

(5) In incorporated towns, the occupation, residence (giving the street and number if possible) or post office address must be added to the name of every person on these lists.

(6) Widows, spinsters and married women, if qualified (see a previous page) may vote in municipal or town elections; and a separate list headed "Women" must be made, to which is to be appended the list of women added or struck off (with reasons).

4. When the Preliminary Lists are posted up, the Revisers must also put up with each copy a notice, signed by the three revisers for the revision section. See that the notice is a proper one. Make a copy of it in this booklet by using the following form :

HANDBOOK ON REVISION OF LISTS

11

The revisers for revision section No. _____ in the County of _____ will meet at _____, in said revision section, on the 5th day of March next, at eleven o'clock in the forenoon, to revise the list of voters for the polling districts Nos. _____ within the said revision section.

Any person claiming to add a name to the list of voters for any of the said polling districts or to strike a name off such list shall on or before the 20th day of February next, give notice in writing, of applications to add or strike off such name to one of the said revisers, and shall also give notice in writing to the person whose name it is proposed to strike off, with the ground for striking the same off.

Dated at _____, the day of _____ A. D., 19....

WHAT TO DO BETWEEN FEB. 5TH AND 20TH.

1. Make a correct copy of the Preliminary List as posted up and call your Committee together immediately. This should be done before the 10th of February.

2. Sometimes the revisers, by a convenient mistake, leave the names of some of the most influential citizens off the preliminary list. Our friends are not looking for this and the "mistake" goes unnoticed. To avoid this, carefully compare the preliminary list with last year's list and the Assessment Roll. Don't neglect this important duty.

3. Go carefully over the list headed; "Names on former list struck off", and make sure that no Conservatives are being struck off. You may find several names that should remain on the list. In order to get them back on the voters' list, it is necessary to make application and prove qualification in the same manner as in the cases of persons you have already applied for and put on the preliminary list. Make an application and affidavit for each one. These applications have to be filed on or before February 20th.

4. If there are any other names which you have overlooked applying for before January 20th, see that they are applied for at once. This must be done on or before February 20th. That date is positively the last day of grace. These applications are to be made in the same manner as applications before January 20th were made.

5. Go over the lists and see what persons have been added **other persons** than Conservative Committeemen. Make a careful list of these names added and also of all Liberal voters who were on the former list who were not qualified to vote, or are now dead,

or removed, or have become paupers or otherwise disqualified to vote. Make sure about **each and every** name on the preliminary list. You cannot investigate these names too closely. If the names remain on improperly they will count nevertheless, against us in the next election. Neglect by one Conservative Committeeman in one district may lose the next election in that County.

6. Sec. 19.—(1) of the N. S. Franchise Act is as follows:

“19.—(1) The person who proposes to strike a name off the list shall on or before the **TWENTIETH DAY OF FEBRUARY**, give notice in writing of the application to strike off to the person objected to, either personally or by mailing such notice in a registered letter addressed to his last known post office address, and by delivering a copy of such notice to one of the revisers for the revision section. If the person objected to resides without the province of Nova Scotia, it shall be sufficient to give notice of the application to strike off the name of such person to one of the revisers,”

Form D is the form to be used in such cases.

OBSERVE: Two copies of this notice are to be made.

One copy of the notice is to be delivered to one of the revisers, on or before February 20th;

The other copy is to be delivered personally to the person objected to; or sent by **registered** mail to his last known post office address.

If the notice is sent by registered letter preserve the post office receipt as evidence.

After service is made either personally or by registered letter, make an affidavit of service. You will find a form of affidavit at the back of this booklet. This is important, as proof of service of the notice must be made at the Revision Court on March 5th, either by producing such an affidavit or by the person who affected service appearing there and swearing to the facts before the Revisers.

WHAT TO DO BETWEEN FEBRUARY 25TH AND MARCH 5TH.

1. On or before February 25th, the Revisers have to post up in three of the most public places in each polling district.

(1) A list of the names in alphabetical order, of persons proposed to be added to or struck off the preliminary list for such district; and

(2) A list in alphabetical order of persons for whom applications have been made to add, between January 20th and February 20th.

(3) A notice in the following form:

The revisers for revision section No. _____, in the County of _____

HANDBOOK ON REVISION OF LISTS 13

, will meet on the 5th day of March next, at the hour of eleven of the clock in the forenoon, at , in the said revisal section, to hear and determine applications to add so many of the names in the accompanying list as are sought to be added to the list of voters for polling district No. , and also applications to strike off so many of such names as are sought to be struck off the said lists.

Dated at , in the County of , this day of , A.D., 19

2. Make a memorandum of the places where these lists are posted, and the day of posting, by filling out the following form:—

On , the day of February, 19 , copies of the lists of names added to and struck off the preliminary list and the list of names added between January 20th and February 20th, for Polling Section No. in the County of , were posted in the following places within said polling section:

.....

.....

.....

and on the day of February, 190 , I made complete and correct copies of said lists.

(Sign here).....

3. Make copies of the lists posted and get your Committee together again immediately and study the lists.

4. First check over the lists and see the names of all persons for whom you have applied to be put on the lists are there. Sometimes the Revisers, by a convenient forgetfulness, leave names off the list. Remember the case of the Reviser in Colchester County who got into trouble over improperly leaving names off the list. Just make a note of the omissions and pass the information on to your County Secretary, and at the same time politely draw the Revisers' attention to the omission.

5. Check over the lists of persons you have applied to have struck off the lists; see that they are all posted. If you find some omitted advise your County Secretary and also direct the Revisers' attention to the matter.

6. As to all names applied for by you **on or before January 20th**, it will not be necessary for you to bring further evidence to support your application, and the names should go on the new lists as a matter of course; but as to all applications made by you *after* January 20th to add or strike off, you will have to get ready your evidence to support such applications, at the Revisers' Court, March 5th.

7. The Liberal workers will probably make application to strike off names proposed to be added by you. Remember that if these names have been added **since** January 20th, you must also be prepared to rebut or refute the evidence which they may offer in support of their contention.

8. Positive evidence only and not hearsay evidence counts. If you cannot have each person whose name you proposed to be added present on March 5th, get someone who can come and swear to the actual facts—someone who knows—a father, or brother, or partner. Make sure your witness will be present on the 5th. If they won't come voluntarily, have them legally summoned. Any one of the three Revisers may issue a summons, or warrant. For this purpose you may use form E. When serving the witness with the summons, pay him fifty cents and ten cents for every mile of the distance between his home and the place where the court is held.

MARCH 5TH AT THE REVISERS' COURT.

1. Be on hand on time.
2. Every person—
 - (a) who on the fifth day of March is entitled to vote in the polling district
 - (b) who has given notice of application to add a name or strike off a name or,
 - (c) whose name is sought to be added or struck off,
 may attend the Revisers' Court, with his solicitor or counsel or agent and may examine and cross-examine witnesses, and be heard in support of or in opposition to any application or objection.
3. The business of the Revisers at the Revisers' Court is,—
 - (a) to add to the list of voters the name of every person proved to be entitled to be registered, if notice of application to add the name of such person has been given in due time, that is on or before February 20th;
 - (b) to strike off of the list of voters the name of every person proved not to be entitled to be registered, if notice of application to strike off the name of such person has been properly given on or before February 20th.
4. See that all your witnesses are on hand; if any are not present have a fine imposed on them by way of object lesson.

5. If the Revisers are hostile, get them at the start to give their rulings on the moot points, and see that they rule the same way for both sides.

6. Be prepared to prove your own contentions up to the hilt, and insist upon nothing but proof from the other side being acted on.

7. Object to the Revisers reserving their decisions until after the court adjourns; insist on their deciding in open court.

8. Before leaving the court get the revisers to sign a statement showing the names which they have decided should remain, or be added to the list and those which should be struck off. For this purpose use form G.

9. Acquaint the Secretary for your County Association with any flagrant acts of injustice on the part of revisers.

10. Make a copy of the list as it finally stands after revision and send a copy to the Secretary of your County Association.

REVISED LISTS.

1. The revised lists are now made up by the Revisers and sent to the Clerk of the Municipality on or before the 18th of March, signed by all the Revisers.

2. In incorporated towns additional lists, duly signed by the Revisers are also filed with the town clerk.

APPEALS.

1. If you are dissatisfied with any of the revisers's decisions give to one of the revisers a notice of appeal from such decision on or before March 20th. If it is an appeal from a decision placing a person's name on the list, that person should also before the 20th be served personally with a notice of appeal, or it should be registered to his last known post office address or left with some grown person at his last place of abode. For notice of appeal use form "H." An extra copy of notice served should be kept by the person making the service and he should either go before the Sheriff on the 20th day of March to prove service or send an affidavit to that effect, copying the form in the back of this book.

2. The Sheriff's Court of Appeal is held from March 21st to 31st inclusive of both days. The Chief Deputy Sheriff of Digby, Guysboro, Hants, Lunenburg, Shelburne and Yarmouth attends at the office of the Municipal Clerk at Clare, St. Mary's, East Hants, Chester, Barrington and Argyle respectively, for the purpose of hearing any such appeals in these municipalities and continues until the 31st day of March if necessary.

3. As the Sheriff holds court from the 21st to the 31st of March it is well when making out appeals, to notify your central county organization, giving full particulars of cases and ask that

arrangements be made with the Sheriff to have a day fixed to hear your witnesses. Summonses for witnesses to the Sheriff's Court are issued by the Sheriff, and you can use the form of summons for witness "E," changing it where necessary and having it signed by the Sheriff (or Chief Deputy Sheriff as the case may be.)

4. What has been said concerning the conduct of your case before the revisers, applies as well to the Sheriff. Sometimes the employment of a stenographer to take down the minutes of evidence at the Sheriff's Court, acts as a check upon partiality.

5. The lists finally revised are left with the Clerk of the Municipality on or before April tenth. You should then promptly investigate them and satisfy yourself that there have been no changes made since leaving the Sheriff's hands.

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(Witness)

18 HANDBOOK ON REVISION OF LISTS

IN THE MATTER of the Nova Scotia Franchise Act
and

IN THE MATTER of the application of (insert name of ap-
plicant) to strike off the name of from
the Voters' List for Polling District No. , in the County of

I, (full name of applicant), of , in the County of
, by occupation, , make oath and say
that I did on , the day of ,
A. D. 19 . before the hour of in the noon,

SERVE (insert name of person whom you wish to strike off) with a
true copy of the paper writing produced marked 'A', by deliver-
ing it to said (name of person to be struck off) personally [OR, by
mailing it in a registered letter addressed to said (name of person
objected to) at , in the County of ,
said address being as I verily believed his last known post office
address] and on the same day I did, before the hour of o'clock
in the noon, deliver a copy of said notice to
one of the Revisers for Revisal District No. , in the County
of , and leave it with him personally.

Sworn to at , in the
County of ,
this day of ,
A. D. 19 ,
(Sign here)

Before me

A Commissioner of the Supreme
Court in and for the County of
, OR (a Justice of
the Peace in and for the County
of) OR (a Notary
Public, Nova Scotia).

NOTE—Strike out the lines not required to describe official be-
fore whom the affidavit is sworn.

